

THE MINUTES OF THE EXECUTIVE COMMITTEE  
OF THE ACADEMIC SENATE  
CALIFORNIA STATE UNIVERSITY, FRESNO  
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(EC-10)

February 27, 2012

Members Present: Michael Caldwell (Chair), Dawn Lewis, Jacinta Amaral, William Covino, Selena Farnesi (student member), Gena Gechter, Thomas Holyoke, O. Harald Schweizer, Lynn Williams

Excused Absent: President John Welty

Visitors: V. Baker, J. Constable, A. Lawson, J. Mullooly, P. Popma, V. Samiian, M. Wilson, G. Zumwalt

The meeting was called to order at 3:00 p.m. by Chair Caldwell in the Senate Conference Room, Thomas Administration 117.

1. Agenda.

Statewide Senator J. Amaral expressed dismay that the agenda was resent with revisions to the Executive Committee (EC) three hours prior to meeting.

Chair Caldwell stated that the agenda was revised to include the three items that were approved to be on the agenda by the Executive Committee at the February 6, 2012 meeting.

MSC to approve the Agenda.

2. Approval. MSC to approve the Minutes of 2/6/12.

3. Communications and Announcements.

Action Item

A. Memo dated February 27, 2012, from Marilyn Wilson, Chair, University Graduate Committee to Michael Caldwell, Chair Academic Senate re: Certificate of Advanced Study in Homeland Security Program. Memo has been received.

Item will be placed on the agenda of the next EC meeting.

- B. Memo dated February 7, 2012, from John D. Welty, President, California State University, Fresno to Michael Caldwell, Chair Academic Senate re: Review of Current Smoke-Free Campus and Implementation Procedures. Memo has been received.

A campus call for one faculty to serve on a committee to review the current Smoke-Free Campus Policy and Implementation Procedures will be sent by the Academic Senate Office.

- C. Memo dated February 15, 2012, from Paul Beare, Dean, Kremen School of Education and Human Development to Michael Caldwell, Chair Academic Senate re: Name Change – LEE Department. Memo has been received.

The EC expressed appreciation for the consultation. Dean Beare will be notified that the EC approves the name change.

- D. Memo dated February 15, 2012, from Nancy Nisbett, Chair, Student Affairs Committee to Michael Caldwell, Chair Academic Senate re: Computer Policy. Memo has been received.

Item will be returned to the Student Affairs Committee for updated language regarding where students should go to get updated information on hardware, software, and networking requirements.

- E. Email dated February 22, 2012, from Paula Popma, Chair, Personnel Committee to Michael Caldwell, Chair Academic Senate re: APM 399 Policy on Emerita and Emeritus Status. Email has been received.

Item will be placed on the agenda of the next EC meeting.

- F. Memo dated February 23, 2012, from William Covino, Provost and Vice President for Academic Affairs to Michael Caldwell, Chair Academic Senate re: Provost's Awards Committee. Memo has been received.

A campus call for ten faculty nominees to serve (two will be chosen by the Provost) on the Provost's Awards Committee will be sent by the Office of the Academic Senate.

- G. Email dated February 2, 2012, from Paula Popma, Chair, Personnel Committee to Michael Caldwell, Chair Academic Senate re: Personnel Committee Response to Sean Fulop Letter. Email has been received.

The Personnel Committee's response will be forwarded to S. Fulop.

- H. Email dated February 22, 2012, from William Covino, Provost and Vice President for Academic Affairs to Michael Caldwell, Chair Academic Senate re: Ted Wendt Retirement. Email has been received.

A campus call for two tenured full professors (no FERP faculty) to serve on a search committee for the Associate Vice President for Academic Personnel will be sent by the Office of the Academic Senate.

4. Discussion with Chairs of Budget Committee, Graduate Committee and Academic Policy Planning Committee regarding budget planning.

G. Zumwalt (Guest) stated that he learned the university has a \$65 million carry forward and his belief that the meetings of the Academic Affairs Budget Advisory Task Force (AABATF) were closed meetings and a violation of the Brown Act. The EC held a discussion regarding the *advisory* nature/charge of the AABATF and the application of the Brown Act to advisory groups where no action is taken. Discussion also included whether the AABATF meetings were closed. Senator G. Getchter noted that when the EC approved the formation of the task force there was no discussion of whether its meetings were to be open or closed.

Senator T. Holyoke supported the AP&P, Graduate and Budget Committees moving forward with budget planning so long as their meetings are announced and open to visitors and observers.

Chair Caldwell clarified that the chairs of the three committees would meet, as necessary, to consult on the committees' charge regarding budget planning. J. Constable, Chair of the Budget Committee, would lead the charge because of the budget's impact on all three committees.

J. Amaral asked for the timeline for the three committees to report back to the EC and Academic Senate (AS).

J. Constable recommended the three committees meet to prioritize the AABATF recommendations and prescribe a timeline.

J. Amaral asked how the California legislature budget negotiations would affect the three committees' timeline. J. Mullooly noted the APM policy change deadline as one such timeline.

Provost Covino requested an invitation to the first meeting of the three committees to provide information and respond to questions from the membership.

Senator O. Schweizer initiated a discussion regarding the value of what will be done with the AABATF recommendations by the three committees that are applicable for a short period when there are additional budget reductions arriving in the near future.

EC members provided several reasons for the value of committees' actions, particularly for establishing procedure/protocol for utilizing faculty governance in future budget planning processes.

G. Zumwalt expressed that his main concern is the sharing of accurate information from the President and Provost.

S. Farnesi expressed that students are concerned about the budget more than ever and would be interested in attending the meetings of the three committees.

Senator L. Williams expressed concern that the AS should be less reactive to existing budget issues and more proactive [planning-oriented] for the future.

J. Constable and M. Wilson voiced concern for the upcoming workload for the three committees when taking on two large tasks—reacting to the current budget and proaction/planning for the future.

MSC to move forward with the chairs of the Budget Committee, Graduate Committee and Academic Policy Planning combined meeting, as needed, to review the AABATF recommendations for implementation. The three committees will meet separately to review the AABATF recommendations for implementation.

5. General Education Writing Requirements–General Education Committee–Continued Second Reading.

Dr. A. Lawson, Chair, General Education (GE) Committee was present to discuss the revisions to the General Education Writing Requirements. As per the request of the EC, the GE Committee 1) revised all instances of “appropriately trained Teaching Associate” to “faculty trained Graduate Teaching Associated” and 2) revised the previous language of “application of methodology to the subject matter” to clarify that writing should utilized the methodology and style appropriate to the discipline of a course.

O. Schweizer asked for the meaning of “long before the end of the semester” found in IV.B.3.

A. Lawson responded that the GE Committee did not want to dictate faculty teaching style or schedule, but the remainder of the sentence addresses Senator Schewizer’s concern for timely feedback to students.

J. Amaral questioned the concerns regarding GE Writing Requirements, WASC accreditation and the AP&P Committee discussed at the September 26, 2011 meeting of the EC.

A. Lawson clarified that the issue to which Senator Amaral referred was a separate agenda item unrelated to revising the GE Writing Requirements. That is, the agenda item to which Senator Amaral referred involved a department chair's reluctance to provide data for general education courses to the GE Committee because of his/her interpretation of APM 204. That item was sent to the Academic Policy & Planning (AP&P) Committee for resolution.

J. Amaral asked for clarification on GE writing versus writing across the curriculum.

The item will return to the agenda of the next Executive Committee meeting for a continued second reading.

6. APM 206 - Policy on Technology-Mediated Courses and Programs-Academic Policy & Planning Committee-Continued Second Reading.

MSC to approve APM 206 Policy on Technology-Mediated Courses and Programs-Academic Policy & Planning Committee and forward to the agenda of the next Academic Senate meeting with a strikeout copy.  
(1 Abstention)

7. APM 243 Policies and Procedures for Student Academic Petitions Committee-Academic Policy and Planning Committee.

Item will return to the agenda of the next Executive Committee meeting for first reading.

8. APM 327 - Policy on Promotion-Personnel Committee-Second Reading.

P. Popma, Chair of the Personnel Committee, was present to discuss revisions to the policy and respond to EC members' questions.

P. Popma was notified the EC that Section III.B. [Teaching Effectiveness] was revised to read as follows:

Teaching is the most important responsibility faculty members have. Promotion to Professor requires that the candidate demonstrate a sustained pattern of excellent teaching supported by student ratings and peer evaluations ~~which exceed the department's standard for probationary faculty~~. The successful candidate for promotion will also provide evidence that his/her teaching has matured and improved over the course of her/his academic career.

Vice Chair D. Lewis questioned Section III.A "Probationary faculty shall not be promoted to the rank of Professor." P. Popma will review the Collective Bargaining Agreement and the appropriate policies that support this statement.

Item will return to the agenda of the next Executive Committee meeting for a continued second reading.

9. Posthumous Degree Policy-Student Affairs Committee.

Item will return to the agenda of the next Executive Committee meeting for a first reading.

10. Proposal for Online Masters of Business Administration Program-Graduate Committee.

Item will return to the agenda of the next Executive Committee meeting for a first reading.

11. Policy on Graduate Faculty Groups for Doctoral Programs-Revised-Graduate Committee.

Item will return to the agenda of the next Executive Committee meeting for a first reading.

12. Policy on Dual Listed/Co-scheduled Courses-Graduate Committee.

Item will return to the agenda of the next Executive Committee meeting for a first reading.

13. APM 332 - Policy on Range Elevation for Temporary Faculty–  
Personnel Committee.

Item will return to the agenda of the next Executive Committee meeting for a first reading.

MSC to adjourn at 4:48 p.m.

The next meeting of the Executive Committee will be announced.

An Agenda will be distributed prior to the meeting.

Submitted by:

Dawn K. Lewis  
Vice Chair  
Academic Senate

Approved by:

Michael Caldwell  
Chair  
Academic Senate